

Parsons City Commission

Regular Session

Tuesday, January 2, 2024 at 6:00 p.m.

Municipal Building

I. CALL TO ORDER. PLEDGE OF ALLEGIANCE.

II. PRAYER – Taud Boatman – Wesley United Methodist Church

III. APPROVAL OF THE AGENDA

IV. SWEAR IN THE COMMISSONERS

Kevin Cruse – Four Year Term

Tom Shaw – Four Year Term

V. ELECTION OF MAYOR AND PRESIDENT OF THE BOARD OF COMMISSIONERS

A. Election of Mayor

B. Election of President of the Board

VI. PUBLIC COMMENT NO. 1 – Public comments at this time will be limited to persons who have signed up in advance with the City Clerk, no later than noon on Friday prior to the meeting. Comments will be limited to five (5) minutes total per meeting, not five (5) minutes per public comment session.

Persons not signing up in advance will have the opportunity to address the commission at the Open Public Comment Period at the end of the meeting. Persons wishing to comment on any agenda items will be allowed to do so at the time each item is discussed with permission from the Mayor and Commission. Each person will be allowed two (2) minutes to comment and may comment on one (1) agenda item per meeting.

VII. CONSENT DOCKET – The consent agenda includes items of a routine nature and one affirmative vote will approve the recommended action for each and every item on the consent agenda. Items may be added or deleted at the request of the City Commission or Staff.

A. City Commission Minutes

Information: City Commission Minutes for December 18, 2023.

Recommendation: Approve and authorize the Mayor's signature.

B. Pay Request No. 5, 21st Street Basin and Downtown Basin Rehab Design

Information: HDR entered into an engineering agreement with the City for Design of 21st Street Basin, Rosewood Basin, and Downtown Basin Rehab. This pay request is for \$43,710.00 for work completed through December 2, 2023.

Recommendation: Approve and authorize payment for Pay Request No. 5 to HDR Engineering, Inc.

CONSENT DOCKET ENDS

VIII. OPEN PUBLIC COMMENT – Persons wishing to address the Commission on any subject may comment at this time. Comments will be limited to five (5) minutes. If you have already commented at the beginning of the meeting, you will be given the remainder of the five (5) minutes, if any.

IX. STAFF COMMENT

X. CITY COMMISSION COMMENTS

XI. ADJOURN

MINUTES
PARSONS CITY COMMISSION
December 18, 2023

The Parsons City Commission met in regular session at 6:00 p.m. in the Municipal Building Commission Room with Mayor Kevin Cruse presiding.

Present: Commissioner Shaw
Commissioner Crooks
Commissioner Strait
Absent: Commissioner Bolinger

Commissioner Strait moved, Commissioner Crooks seconded that we approve the agenda as presented. Voice vote passed unanimously.

Consent Docket as follows:

City Commission Minutes

Approved and authorized minutes for the December 4, 2023, December 11, 2023 and December 14, 2023 meetings.

Accounts Payable Appropriation Ordinance No. 374

Approved and authorized an ordinance making appropriations for the payment of certain claims for the City of Parsons, Kansas. Total amount \$553,788.82.

Cereal Malt Beverage License Renewals for 2024

Approved and authorized the Mayor's signature on the Cereal Malt Beverage Licenses for January 1, 2024 to December 31, 2024:

Special Retailer

PK Bowl – 103 Main
Family Fun Center – 302 Main

Limited Retailer

Casey's General Store #2960 – 516 Main
King Cash Saver – 2020 Main
Pete's of Erie – Pump N Pete - 1430 Main
Pete's of Erie – Pump N Pete – 116 South 32nd
Pete's of Erie – Pump N Pete – 901 South 16th
Pete's of Erie – Pump N Pete – 2431 North 16th
Walgreens #9455 – 1528 Main
Wal-Mart Supercenter #368 – 3201 North 16th

General Retailer

Parsons Katy Golf Association - 1447 25000 Road

December 18, 2023

Pay Request No. 6, Trekk Design Group, LLC, Project 2022-10 Lead Service Line Inventory

Approved Pay Request No. 6 to Trekk Design Group LLC for Lead Service Line Inventory. The City entered into an agreement with Trekk Design Group LLC for an amount not to exceed \$324,156.75. This pay request is for Invoice No. 23-001666 for work completed through November 30, 2023, in the amount of \$10,140.25. The remaining balance is \$144,959.22.

Award Bids – 2024 Water Treatment Plant Chemicals

Awarded bids as outlined in table below. Six (6) suppliers submitted bids to supply chemicals for the Water Treatment Plant for 2024.

Item Description	Hawkins, Inc. 1202 W 2nd Ave Garnett, KS 66032	USALCO, LLC 2601 Canner Avenue Baltimore, MD 21226	Shannon Chemical Corp PO Box 376 Malvern, PA 19355	Chemtrade Chemicals US LLC 90 East Halsy Road Parsippany, NJ 07054	Univar Solutions USA Inc. 12720 E US Hwy 92 trl: 427 Dover, FL 33527	Brenntag Southwest Inc. 704 E Wintergreen Rd Lancaster, TX 75134	DPC Enterprise 3105 N Mead Wichita, KS 67219	Calgon Carbon Corp. 3000 GSK Drive Moon Township, PA 15108
1 Polyaluminum Chloride	\$0.00	\$4.99	\$0.00	\$4.27	\$0.00	\$4.52	\$0.00	\$0.00
2 50% Liquid Alum	\$0.00	\$0.00	\$0.00	\$1.74	\$1.49	\$1.78	\$0.00	\$0.00
3 25% Caustic Soda	\$0.00	\$0.00	\$0.00	\$0.00	\$1.3991	\$1.784	\$0.00	\$0.00
4 Activated Carbon 800	\$2.20	\$0.00	\$0.00	\$0.00	\$0.00	\$1.275	\$0.00	\$1.57
5 Activated Carbon 1000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.65	\$0.00	\$2.14
6 Potassium Permanganate Bucket	\$5.84	\$0.00	\$2.72	\$0.00	\$4.94	\$6.075	\$0.00	\$0.00
7 Potassium Permanganate Drum	\$5.53	\$0.00	\$3.34	\$0.00	\$4.88	\$6.075	\$0.00	\$0.00
8 Liquid Permanganate	\$15.70	\$0.00	\$17.17	\$0.00	\$13.53	\$31.09	\$0.00	\$0.00
9 Fluosilicic Acid	\$4.85	\$0.00	\$0.00	\$0.00	\$4.00	\$5.90	\$0.00	\$0.00
10 Chlorine	\$1.20	\$0.00	\$0.00	\$0.00	\$0.00	\$1.1445	\$1.1375	\$0.00
11 Aqua Ammonia	\$3.10	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Parsons Gun Club Annual Report

Received and filed the annual report dated December 1, 2023 for the Parsons Gun Club.

Pay Request No. 2, Innovative Masonry Restoration Services for Project 2023-04, Municipal Building Masonry Renovation

Approved Pay Request No. 2 to Innovative Masonry Restoration for masonry services performed through November 30, 2023 in the amount of \$71,051.99.

Commissioner Strait moved, Mayor Cruse seconded that we approve the Consent Docket as presented. Approved on roll call. Shaw – yes; Crooks – yes; Strait – yes; Cruse – yes.

December 18, 2023

NEW BUSINESS

Purchase Agreement with Seller Financing – LaForge & Budd Construction Co., Inc.

Commissioner Crooks moved, Commissioner Strait seconded to approve and authorize the Mayor's signature on purchase agreement with seller financing for \$390,500.00 with LaForge and Budd Construction Co., Inc. for equipment listed below:

1995 Ford L9000 Aeromax	\$15,000.00
2007 Caterpillar 143H Motorgrader	\$81,000.00
2012 Caterpillar D6NXL	\$155,000.00
1996 Caterpillar TH63 Telehandler	\$24,000.00
2012 Komatsu PC228LC8 Excavator	\$95,000.00
2001 Wanco Arrowboard 2 Each	\$3,000.00
2021 Solar Message Board	\$11,000.00
Daewood Forklift G20E-3	<u>\$6,500.00</u>
Total	\$390,500.00

Approved on roll call. Crooks – yes; Shaw – yes; Strait – yes; Cruse – yes.

ORDINANCES

Ordinance No. 6551 – Special Assessments

Mayor Cruse moved, Commissioner Shaw seconded to approve and authorize the Mayor's signature on Ordinance No. 6551 making and levying a special assessment upon all lots and parcels of ground in the City of Parsons, Kansas liable for the cost and expenses of nuisance abatements during the month of October 2023 for a total amount of \$20,989.49. Approved on roll call. Crooks – yes; Shaw – yes; Strait – yes; Cruse – yes.

Ordinance No. 6552 – Fire Contract

Commissioner Strait moved, Commissioner Shaw seconded to approve and authorize the Mayor's signature on Ordinance No. 6552 authorizing a contract for furnishing firefighting services by the Parsons Fire Department to Rebecca Dantic, 24053 Rooks Rd, Parsons, KS 67357. Location does not exceed two miles outside the corporate city limits. Approved on roll call. Crooks – yes; Shaw – yes; Strait – yes; Cruse – yes.

Received and filed November 2023 Monthly Reports.

Comments were heard from Vicki Pribble.

Comments were heard from City Staff and City Commissioners.

Commissioner Crooks moved, Commissioner Strait seconded that we adjourn at 6:25 p.m. Voice vote passed unanimously.

Kevin Cruse, Mayor

Attest:

Robyn Baker, City Clerk

Memorandum
City of Parsons
Utilities Department

TO: Debbie Lamb, City Manager

FROM: Derek Clevenger, Director of Utilities DC

DATE: December 26, 2023

RE: **Pay Request No. 5, 21st Street Basin, Rosewood Basin, and
Downtown Basin Rehab Design**

Please include the following item on the City Commission consent agenda for consideration at the January 2, 2023 meeting:

**Pay Request No. 5, 21st Street Basin, Rosewood Basin, and Downtown Basin
Rehab**

Project Details

HDR entered into an engineering agreement with the City for Design of 21st Street Basin, Rosewood Basin, and Downtown Basin Rehab.

Task 1 Project Management	\$12,000.00
Task 2 21 st Street Basin Design	\$162,000.00
Task 3 Rosewood Basin Design	\$53,000.00
Task 4 Downtown Design	<u>\$48,000.00</u>
Total	\$275,000.00

This pay request is for \$43,710.00 for work completed through 12/2/23.

Funding Source

EPA Compliance Funds

Action Request

Approve and authorize payment for Pay Request No. 5, in the amount of \$43,710.00 to HDR Engineering, Inc. for Design of 21st Street Basin, Rosewood Basin, and Downtown Basin Rehab.



HDR Engineering, Inc.
Kansas City, MO 64131
816-360-2700

Invoice

Please send remittance with copy of invoice to
HDR, Inc.
US Engineering Accounts Receivable
PO Box 74008202
Chicago, IL 60674-8202

To: Client #6363

City of Parsons, KS
Derek Clevenger
112S. 17th Street
PO Box 1037
Parsons, KS, 67357

HDR Invoice No. 1200580948
Invoice Date 12/15/2023
Month Ending 12/2/2023
HDR Project No. 10374043

For professional services related to....

2023 Sewer Rehabilitation Project: N & S 21st Street Basins, Rosewood Neighborhood, and Downtown

Invoice Period through 12/02/23

	Fee	% Complete	Fee Earned To Date	Previously Invoiced	Current Amount Due
Professional Engineering Services					
Task 1 - Project Management	\$ 12,000.00	75%	\$ 9,000.00	\$ 6,960.00	\$ 2,040.00
Task 2 - Final Design - 21st Street Basins (N&S)	\$ 162,000.00	33%	\$ 53,460.00	\$ 40,500.00	\$ 12,960.00
Task 3 - Survey & Final Design - Rosewood	\$ 53,000.00	30%	\$ 15,900.00	\$ 1,590.00	\$ 14,310.00
Task 4 - Final Design - Downtown	\$ 48,000.00	30%	\$ 14,400.00	\$ -	\$ 14,400.00
Overall Project	\$ 275,000.00	34%	\$ 92,760.00	\$ 49,050.00	\$ 43,710.00

TOTAL AMOUNT DUE THIS INVOICE

\$ 43,710.00

TOTAL FEE \$ 275,000.00

TOTAL AMOUNT BILLED TO DATE \$ 92,760.00

TOTAL FEE REMAINING \$ 182,240.00

Approved By: Eric Farrow, P.E.